

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
FEBRUARY 18, 2016**

**Site Visit
9:00 a.m.
Adams' Property – Marshall, Virginia**

Commission members present were Mr. Ken Alm; Mr. Matthew Smith; and Mr. Bob Lee. Staff present was Ms. Marie Pham.

Mr. Alm, Mr. Smith, Mr. Lee, and Ms. Pham departed the County parking lot, at the corner of Lee Street and Marshall Street, at 9:00 a.m. for the Adams' property on Fireside Place, Marshall. The group drove down the private road and discussed the application.

Mr. Alm, Mr. Smith, Mr. Lee, and Ms. Pham returned to the County parking lot, and the meeting ended at approximately 9:45 a.m.

**Work Session
12:00 p.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Thursday, February 18, 2016, beginning at 12:00 p.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Ms. Adrienne Garreau, Chairperson; Mr. John Meadows, Vice-Chairperson; Mr. Bob Lee, Mr. Ken Alm, and Mr. Matthew Smith. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Andrew Hopewell, Mr. Rob Walton, Ms. Marie Pham, Mr. Miles Friedman, Ms. Heather Stinson, Town of Warrenton, Economic Development Manager; Ms. Candice Perkins, Frederick County, Planning & Development Assistant Director; and Mr. Mike Ruddy, Frederick County Planning & Development Director.

SPECIAL EXCEPTION – SPEX-15-004410 – ARTHUR E. & LAURIE S. ADAMS (OWNERS/APPLICANTS) – ADAMS PROPERTY

Ms. Marie Pham reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – A Zoning Ordinance Text Amendment to Section 5-1106 related to setbacks for fairground structures.

Ms. Kimberley Johnson reviewed the proposed amendment.

COMPREHENSIVE PLAN AMENDMENT – CPAM14-XX-002 – CHAPTER 2, NATURAL & HERITAGE RESOURCES

Mr. Andrew Hopewell reviewed the proposed amendment.

TRANSFER OF DEVELOPMENT RIGHTS (TDR) PRESENTATION – CANDICE PERKINS, AICP, FREDERICK COUNTY, VIRGINIA

Ms. Candice Perkins led the presentation.

ECONOMIC DEVELOPMENT BRIEFING

Mr. Miles Friedman and Ms. Heather Stinson provided the update.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

Planning Commission members discussed the program.

APPROVAL OF MINUTES – JANUARY 21, 2016

Planning Commission members discussed the minutes.

ADOPTION OF 2016 MEETING SCHEDULE

Planning Commission members reviewed the revised 2016 meeting schedule.

INITIATION OF A ZONING ORDINANCE TEXT AMENDMENT TO ADD A VEHICLE STORAGE, INDOOR USE TO THE C-1, C-2, C-3 AND I-1 ZONING DISTRICTS, ADD ADDITIONAL STANDARDS FOR THE USE TO SECTION 5-1401.1 AND TO ADD A DEFINITION FOR VEHICLE STORAGE, INDOOR TO SECTION 15-300

Mr. Rob Walton reviewed the proposed initiation.

INITIATION OF A COMPREHENSIVE PLAN AMENDMENT TO CHAPTER 6: CATLETT, CALVERTON AND MIDLAND SERVICE DISTRICT PLAN

Mr. Andrew Hopewell reviewed the proposed initiation.

PLANNING COMMISSIONERS' TIME

Ms. Holly Meade stated that she had been asked to draft Protocol Guidelines for Planning Commission meetings. The document presented at the work session was drafted using Fauquier County Board of Supervisors' Code of Ethics and Rules of Procedures, as well as protocols from other jurisdictions. Commissioners discussed the draft. Ms. Meade asked that Commissioners contact her if they had any suggested revisions.

The meeting was adjourned at 3:45 p.m.

*Regular Meeting
6:30 p.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia*

The Fauquier County Planning Commission held its regular meeting on Thursday, February 18, 2016, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Ms. Adrienne Garreau, Chairperson; Mr. John Meadows, Vice-Chairperson; Mr. Bob Lee, Mr. Ken Alm, and Mr. Matthew Smith. Also present were Ms. Tracy Gallehr, Ms. Holly Meade, Mr. Andrew Hopewell, Mr. Rob Walton, Ms. Marie Pham, Mr. David Ek, and Ms. Wendy Wheatcraft.

1. **APPROVAL OF MINUTES** – January 21, 2016

On motion made by Mr. John Meadows and seconded by Mr. Bob Lee, it was moved to approve the January 21, 2016 minutes.

The motion carried unanimously.

2. **ADOPTION OF 2016 MEETING SCHEDULE**

On motion made by Mr. Ken Alm and seconded by Mr. Bob Lee, it was moved to adopt the 2016 meeting schedule as amended.

The motion carried unanimously.

3. **CAPITAL IMPROVEMENTS PROGRAM (CIP)**

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to forward the FY 2017-21 Capital Improvements Program draft to the Board of Supervisors with a recommendation of approval.

Ms. Adrienne Garreau read the resolution as part of this official record.

**RESOLUTION
SUBMISSION OF A CAPITAL IMPROVEMENT PROGRAM**

WHEREAS, Virginia Code Section 15.2-2239 enables local Planning Commissions to prepare and submit a Capital Improvement Program as the basis of the capital budget for the locality; and

WHEREAS, Fauquier County Zoning Ordinance Section 14-101 (4) directs the Planning Commission to prepare and recommend amendments to a Capital Improvements Program; and

WHEREAS, the projects put forward by the County Administrator and Office of Management and Budget are beneficial to the health, safety and welfare of the citizens of Fauquier County; and

WHEREAS, the projects are proposed in accordance with the guidance of the adopted Comprehensive Plan; and

WHEREAS, consideration of the FY 2017-21 Capital Improvements Program supports good planning practice and the general wellbeing of the population; now, therefore, be it

RESOLVED by the Fauquier County Planning Commission this 18th day of February 2016, That the FY 2017-21 Capital Improvements Program drafted by the County Administrator and the Office of Management and Budget is hereby found to be supported by the Fauquier County Comprehensive Plan and referred to the Board of Supervisors for consideration in conjunction with the County's annual budget.

The motion carried unanimously.

On motion made by Mr. John Meadows and seconded by Ms. Adrienne Garreau, it was moved to forward the Prioritization within the Capital Improvements Program to the Board of Supervisors with a recommendation of approval.

Mr. John Meadows read the resolution as part of this official record.

RESOLUTION
PRIORITIZATION WITHIN THE CAPITAL IMPROVEMENT PROGRAM

WHEREAS, Virginia Code Section 15.2-2239 enables local Planning Commissions to prepare and submit a Capital Improvement Program as the basis of the capital budget for the locality; and

WHEREAS, Fauquier County Zoning Ordinance Section 14-101 (4) directs the Planning Commission to prepare and recommend amendments to a Capital Improvements Program; and

WHEREAS, the Commission has supported the projects proposed within the FY 2017-21 Capital Improvements Program drafted by the County Administrator and Office of Budget and Management; and

WHEREAS, the Southern Sports Complex is identified as the third priority within the Parks and Recreation section of the Public Facilities chapter of the Comprehensive Plan; and

WHEREAS, it is identified for development in a later year than projects identified with lower priorities; now, therefore, be it

RESOLVED by the Fauquier County Planning Commission this 18th day of February 2016, That the Fauquier County Planning Commission does request that the Board of Supervisors examine the timing of development of the Southern Sports Complex in consideration of the FY 2017-21 Capital Improvements Program and annual budget deliberations.

The motion carried 3 – 2, as follows:

AYES: Mr. John Meadows, Ms. Adrienne Garreau and Mr. Matthew Smith

NAYS: Mr. Bob Lee and Mr. Ken Alm

ABSTENTION: None

ABSENT: None

4. INITIATION OF A ZONING ORDINANCE TEXT AMENDMENT TO ADD A VEHICLE STORAGE, INDOOR USE TO THE C-1, C-2, C-3 AND I-1 ZONING DISTRICTS, ADD ADDITIONAL STANDARDS FOR THE USE TO SECTION 5-1401.1 AND TO ADD A DEFINITION FOR VEHICLE STORAGE, INDOOR TO SECTION 15-300

Mr. Rob Walton reviewed the initiation, a copy of which is attached to and made part of these official minutes.

For purposes of good zoning practice, convenience, as well as public general welfare, on motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to initiate this item.

The motion carried unanimously.

5. **INITIATION OF A COMPREHENSIVE PLAN AMENDMENT TO CHAPTER 6: CATLETT, CALVERTON AND MIDLAND SERVICE DISTRICT PLAN**

Mr. Andrew Hopewell requested the Planning Commission adopt a resolution to initiate the Comprehensive Plan Amendment.

On motion made by Mr. Matthew Smith and seconded by Mr. John Meadows, it was moved to initiate this item.

The motion carried unanimously.

*Public Hearings
6:30 p.m.
Warren Green Meeting Room, First Floor, 10 Hotel Street
Warrenton, Virginia*

1. **ANNOUNCEMENTS**

Ms. Adrienne Garreau announced that the Department of Environmental Quality and Fauquier County will take part in a presentation on groundwater conservation and will hold a groundwater testing clinic.

2. **CITIZENS' TIME**

No one spoke.

3. **ZONING ORDINANCE TEXT AMENDMENT** – A Zoning Ordinance Text Amendment to Section 5-1106 related to setbacks for fairground structures. (Rob Walton, Staff)

Mr. Rob Walton reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

In that there were no speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Matthew Smith and seconded by Ms. Adrienne Garreau, it was moved to forward this item to the Board of Supervisors with a recommendation of approval.

The motion carried unanimously.

4. **SPECIAL EXCEPTION – SPEX-15-004410 – ARTHUR E. & LAURIE S. ADAMS (OWNERS/APPLICANTS) – ADAMS PROPERTY** – Applicants are seeking a Category 29 Special Exception to waive the public street requirement in the Rural Conservation (RC) zoning district. The property is located at 6543 Fireside Place, Marshall District. (PIN 6956-54-7162-000) (Marie Pham, Staff)

Ms. Marie Pham reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. Jim Carson, applicant's representative, made himself available for questions and noted that staff did a great job summarizing the project.

In that there were no further speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Bob Lee and seconded by Mr. Matthew Smith, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following conditions:

**ADAMS PROPERTY
SPEX-15-004410**

1. The Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated, and shall be in general conformance with the Special Exception Plat titled "Special Exception – Category 29 on the Property of Arthur E. Adams and Laurie S. Adams," dated February 4, 2016 and received by the Fauquier County Department of Community Development on February 4, 2016, except as modified by these development conditions.
2. Within the existing 50-foot wide ingress/egress easement, the applicant shall install a pull off south of 6480 Fireside Place and north of Wilson Road (Route 738).
3. The applicant shall install a turnaround to accommodate fire apparatus prior to the issuance of the Certificate of Occupancy for ~~the Residue Lot~~ Lot 1. The turnaround shall be designed in conformance with the Virginia Statewide Fire Prevention Code.
4. The proposed entrance on Wilson Road (Rt. 738) shall meet all Virginia Department of Transportation (VDOT) requirements.

5. The driveways and entrances shall be designed and constructed to minimize, to the greatest extent practical, the amount of surface runoff exiting to or entering from the adjacent street through the entrance.
6. The applicant shall provide a street sign and a stop sign at the intersection of Fireside Place and Wilson Road (Rt. 738) prior to the issuance of a Certificate of Occupancy for ~~the Residue Lot~~ Lot 1. The stop sign shall be in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).
7. The applicant shall record a Private Street Maintenance Agreement to include proposed Lot 1, ~~and the Residue Lot, as well as Lots 1 and 2 of the Grete Division~~ and provide for the following:
 - Repair, maintenance and improvement of the proposed private street;
 - Access for emergency vehicles and maintenance vehicles;
 - The provision, installation, and maintenance of all required signs on the private street;
 - Snow removal; and
 - Mowing.

The agreement shall be signed by the property owners and recorded with the final plat.

8. The owner shall deed restrict Lot 1 from further subdivision. The residue, as generally shown on the Special Exception plat, shall be placed in non-common open space leaving no potential for further subdivision. These deeds shall be recorded with the final plat.

The motion carried unanimously.

5. **COMPREHENSIVE PLAN AMENDMENT – CPAM14-XX-002 – CHAPTER 2, NATURAL & HERITAGE RESOURCES** – A Comprehensive Plan Amendment to Chapter 2, Natural and Heritage Resources (Andrew Hopewell, Staff)

Ms. Wendy Wheatcraft reviewed Section B of the staff report, a copy of which is attached to and made part of these official minutes.

Mr. David Ek reviewed Section A of the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. John S. La Monica, Marshall District resident and Architectural Review Board member, expressed support for the amendment and stated that it protects the County's significant resources. Mr. La Monica recommended that large trees should be included in Goal 6 of the Natural Resources section.

In that there were no further speakers, Ms. Adrienne Garreau adjourned the public hearing.

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to postpone this item for 30 days.

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 7:15 p.m.

A tape recording of the meeting, as well as the associated staff reports and attachments for each agenda item, are retained on file in the Department of Community Development's Planning Office, 10 Hotel Street, Third Floor, Warrenton, Virginia, for a period of one year.

***THE AGENDA MAY BE MODIFIED ON ADOPTION BY THE PLANNING
COMMISSION IN THE FORM OF ADDITIONS, DELETIONS OR REVISIONS***